

Accessing DEWS Rosters

January 2015

DEWS reports are available for nearly all students in grades 6-9 at the start of the school year in WISEdash for Districts. DEWS reports are refreshed later in the year as more data become available. This guide walks users through how to access the DEWS rosters and student profiles. Authorized district users may view and export DEWS data to Excel or PDF. Districts control the access to WISEdash within their schools. If you are already accustomed to logging into the secured WISEdash portal, simply skip to Step 3.

Step 1: Get a WAMS ID

DEWS is available through the Wisconsin Information System for Education reporting portal for educators, [WISEdash for Districts](#). Users will need an ID and password to access the secure DEWS data in WISEdash for Districts. The Wisconsin Access Management System (WAMS) is used to create a user ID and password for authentication. The email address on the WAMS account should be your district email address so DPI can validate your identity and communicate with you at the district.

Secure Home and all secure tools utilize the WAMS system for a login ID and password management. You will need your WAMS ID to login to Secure Home. A WAMS ID does not guarantee automatic access to Secure Home or the applications and tools available through Secure Home. Authorizations to use secure applications and tools are arranged by your District Security Administrator or District Application Administrator through the Application Security Manager (ASM) tool.

Key Links:

- http://wise.dpi.wi.gov/wise_securehomedetail#WAMS (WAMS Resources)
- <https://on.wisconsin.gov/WAMS/home> (WAMS Home)
- <http://wise.dpi.wi.gov/sites/default/files/imce/wise/pdf/wams-guide.pdf> (DPI's WAMS Guide)
- http://wise.dpi.wi.gov/wise_wisedashdistricts (WISEdash for Districts)


Where to Get Help:

- <http://helpdesk.dpi.wi.gov/user.html> (DPI Help Desk)
- http://wise.dpi.wi.gov/wise_securehomeinfo (DPI Secure Home Information)

Step 2: Get WISEdash Access from Your Application Administrator

School districts set and maintain their own access policies for secure tools like WISEdash. To access WISEdash, users need authorization from their local Application Administrator. DPI maintains a directory of Application Administrators for all DPI secure tools [online for you to identify who the contact person is at your district](#). Follow the link in the Key Links section to look up your Application Administrator.

If you do not have an Application Administrator listed for the application you want access to, contact your District Security Administrator (DSA) to have an Application Administrator assigned for the application. Then your Application Administrator can assign you access to WISEdash.



If your district does not have an Application Security Administrator listed, contact your District Administrator to request one from DPI.



Your district policy will help determine what Application Role is appropriate for your position. For the purposes of DEWS you must be either a Student Detail Analyst or an Economic Indicator Analyst in WISEdash to view DEWS scores and reports.

Key Links:

- http://wise.dpi.wi.gov/wise_securehomedetail#APPADMIN (Application Administrator Information)
- http://wise.dpi.wi.gov/wise_securehomeinfo#sthash.S0efrg11.dpuf (Find Your Application Administrator)
- <http://wise.dpi.wi.gov/sites/default/files/imce/wise/pdf/asm-roles.pdf> (Learn about ASM Roles)

Where to Get Help:

- <http://wise.dpi.wi.gov/sites/default/files/imce/wise/pdf/Getting Started-Access to WISEdash.pdf> (WISEdash Access Guide)
- <http://wise.dpi.wi.gov/sites/default/files/imce/wise/pdf/Getting Started-About WISEdash.pdf> (WISEdash Summary)
- <http://wise.dpi.wi.gov/sites/default/files/imce/wise/pdf/user-guide-11082012.pdf> (WISEdash User Guide)
- <http://wise.dpi.wi.gov/wisedash-district-faq> (WISEdash FAQ)
- <http://helpdesk.dpi.wi.gov/user.html> (DPI Help Desk)
- http://wise.dpi.wi.gov/wise_securehomeinfo (DPI Secure Home Information)

Step 3: Login to WISEdash

Access to all secure tools offered by DPI is available through [Secure Home](#).

WISCONSIN DEPARTMENT OF
PUBLIC INSTRUCTION

WAMS User ID:
Case insensitive

Password:
Case sensitive

Login

Need help with your WAMS account?
Do not have a WAMS account?
Are you unable to access your application(s)?

Please do not bookmark this page.

WARNING: You are accessing the State of Wisconsin Local/Wide area network. This system is for authorized users only. All equipment, systems, services, and software connected to this network are intended only for the official business use of the State of Wisconsin. The State of Wisconsin reserves the right to audit, inspect and disclose all transactions and data sent over this medium in a manner consistent with State and Federal laws. By using this system you expressly consent to all such auditing, inspection and disclosure. Only software approved, screened for virus, and licensed for State of Wisconsin use will be permitted on this network. Any illegal or unauthorized use of State of Wisconsin equipment, systems, services, or software by any person(s) may be subject to civil or criminal prosecution under state and federal laws, and may also result in disciplinary action where appropriate.

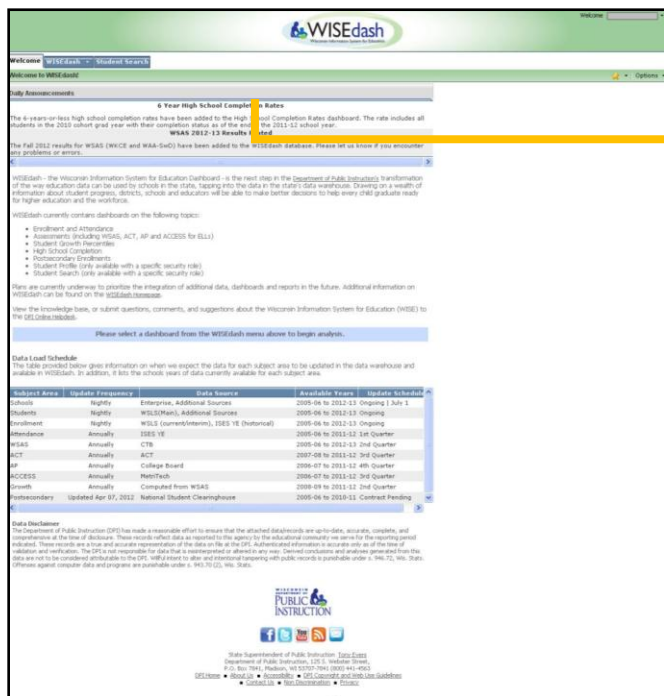
WAMS
WEB ACCESS
MANAGEMENT SYSTEM

Figure 1: Secure Home Login Screen



Step 4: Locate DEWS Rosters

After signing in, you are just a few clicks away from accessing the DEWS scores for students in your school. The next screen you see is the WISEdash Welcome Page in Figure 2. Click on “WISEdash” at the top to enter WISEdash.



Click here to
enter
WISEdash

Tip:
After making a selection in
WISEdash you generally
need to click the arrow next
to “Go” in the top right to
refresh the data.

Figure 2: Welcome to WISEdash

The next screen you see will ask you to select your district and your school.¹ The other filters are optional, but can be used to select student groups of interest to you. For now, select a district and a school and click “Go” in the top right corner.

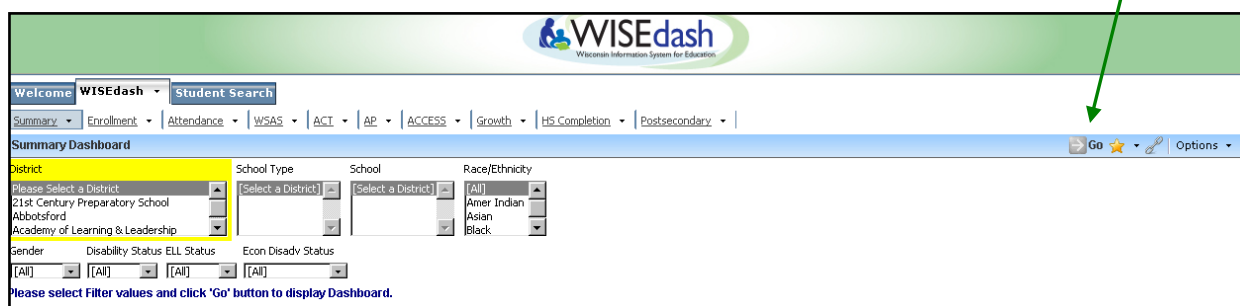


Figure 3: Select Your District and School

¹ For most users the only district to select will be your home district for which you have authorized access. Some users may have been authorized to access more than one district, and then will need to choose a district before proceeding.

The next screen is the initial summary dashboard shown in Figure 4. This summary presents a subset of data for the students you selected in the previous step. Across the top you see various topics with unique dashboards. DEWS can be accessed from within any of the *Enrollment*, *Attendance*, or *WSAS* (Wisconsin Student Assessment System) dashboards.



Figure 4: Initial Dashboard

Any of these additional dashboards can be found by clicking across the top of the navigation bar. Let's look at the example of the Enrollment dashboard, shown in Figure 5.

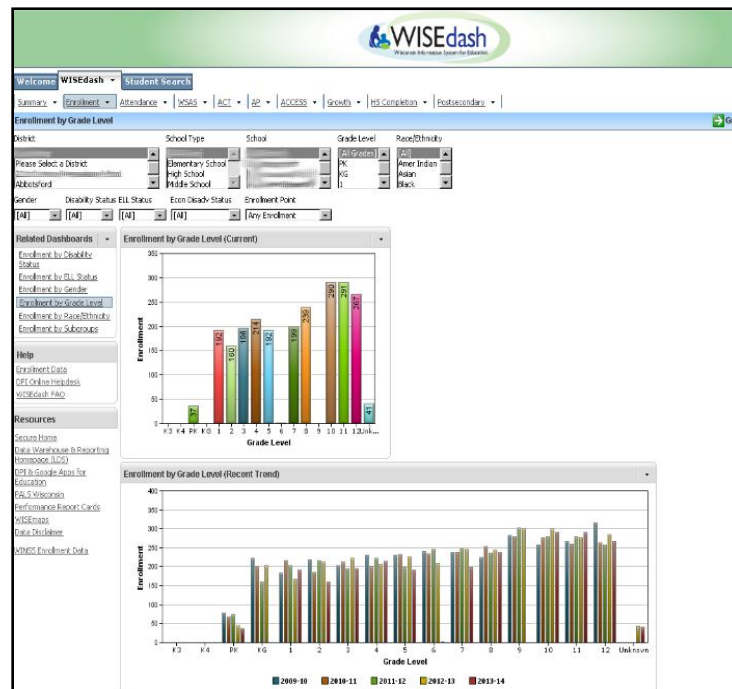


Figure 5: WISEdash Enrollment Dashboard



DEWS reports are available for all students in grades 6-9. To specify which grade level is of interest, simply click on the bar for grades 6, 7, 8, or 9 in the first metric—*Enrollment by Grade Level (Current)*. This action will bring up a new window with a list of all students currently enrolled in the selected grade along with their DEWS scores. This window is shown in Figure 6.

Name	Student ID	Gender	Race/Ethnicity	School	Current Indicator	DEWS Outcome	DEWS Score	DEWS Margin of Error	Grade Level
[Redacted]		Female	White		Active	Low	99.9	0.2	7
[Redacted]		Female	White		Active	Low	99.9	0.1	7
[Redacted]		Male	White		Active	Low	99.5	0.6	7
[Redacted]		Male	White		Active	Low	100.0	0.0	7
[Redacted]		Female	White		Active	Low	99.9	0.1	7
[Redacted]		Male	White		Active	Low	99.9	0.2	7
[Redacted]		Male	White		Active	Low	99.6	0.6	7
[Redacted]		Female	White		Active	Low	99.9	0.2	7
[Redacted]		Female	White		Active	Low	99.9	0.1	7
[Redacted]		Female	White		Active	Low	99.8	0.3	7
[Redacted]		Male	Black		Active	Low	99.6	0.5	7
[Redacted]		Male	White		Active	Low	99.8	0.2	7
[Redacted]		Female	White		Active	Low	99.9	0.1	7
[Redacted]		Female	White		Active	Low	99.9	0.1	7
[Redacted]		Male	White		Active	Low	99.2	0.9	7
[Redacted]		Female	White		Active	Low	99.8	0.3	7
[Redacted]		Male	White		Active	Low	99.9	0.1	7
[Redacted]		Male	White		Active	Low	99.7	0.4	7
[Redacted]		Female	White		Active	Low	99.9	0.2	7
[Redacted]		Female	White		Active	Low	100.0	0.0	7
[Redacted]		Female	White		Active	Low	99.9	0.1	7
[Redacted]		Male	White		Active	Low	100.0	0.0	7
[Redacted]		Male	White		Active	Low	97.0	2.9	7
[Redacted]		Female	Hispanic		Active				7
[Redacted]		Female	White		Active	Low	99.9	0.2	7
[Redacted]		Female	White		Active	Low	99.9	0.1	7
[Redacted]		Female	White		Active	Low	99.9	0.2	7
[Redacted]		Male	White		Active	Low	99.9	0.1	7

Figure 6: Student Roster

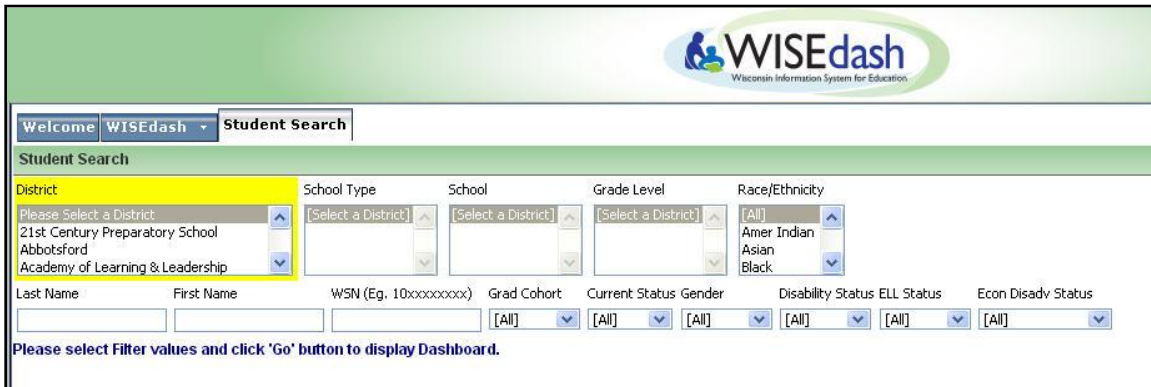
A key feature of the student roster is that the user can quickly sort students by the DEWS score. Clicking on the DEWS Score column will sort scores in an ascending or descending order. The sorted roster is shown in Figure 7.

Name	Student ID	Gender	Race/Ethnicity	School	Current Indicator	DEWS Outcome	DEWS Score	DEWS Margin of Error	Grade Level
[Redacted]		Female	White		Active				7
[Redacted]		Female	White		Active				7
[Redacted]		Male	White		Active				7
[Redacted]		Male	Amer Indian		Active				7
[Redacted]		Male	White		Active				7
[Redacted]		Male	White		Active				7
[Redacted]		Female	Two or More		Active				7
[Redacted]		Female	White		Active				7
[Redacted]		Male	White		Active	High	54.2	9.4	7
[Redacted]		Male	White		Active	High	64.1	8.9	7
[Redacted]		Male	White		Active	High	64.8	9.1	7
[Redacted]		Male	White		Active	High	66.8	8.6	7
[Redacted]		Female	White		Active	High	67.5	8.8	7
[Redacted]		Male	White		Active	High	67.8	8.4	7
[Redacted]		Female	Hispanic		Active	Moderate	71.4	8.2	7
[Redacted]		Male	White		Active	Moderate	71.9	7.9	7
[Redacted]		Male	White		Active	Moderate	73.4	8.0	7
[Redacted]		Male	White		Active	Moderate	75.8	7.4	7
[Redacted]		Male	White		Active	Moderate	77.3	7.1	7
[Redacted]		Male	Hispanic		Active	Moderate	77.4	7.2	7
[Redacted]		Male	White		Active	Moderate	77.6	7.0	7
[Redacted]		Male	White		Active	Moderate	77.8	7.0	7
[Redacted]		Male	White		Active	Moderate	78.2	6.9	7
[Redacted]		Female	White		Active	Moderate	81.1	6.6	7
[Redacted]		Male	White		Active	Moderate	81.6	6.2	7
[Redacted]		Male	White		Active	Moderate	81.7	6.2	7
[Redacted]		Female	White		Active	Moderate	82.2	6.1	7
[Redacted]		Male	Two or More		Active	Moderate	83.2	6.2	7

Figure 7: Sorted Student Roster

Figure 7 shows a sorted student roster. Students who are at high or moderate risk stand out. They have been highlighted in red or yellow to make them easy to identify.

Alternatively, by viewing any of the *Enrollment*, *Attendance*, or *WSAS* main dashboards, the user can display a student roster that includes the DEWS scores and can be exported to Excel or PDF. Student Search is useful when returning to review the information available in WISEdash for a student.



The screenshot shows the WISEdash Student Search interface. At the top, there is a navigation bar with 'Welcome', 'WISEdash', and 'Student Search' tabs. Below this, the 'Student Search' section contains several filters: 'District' (a dropdown menu with options like '21st Century Preparatory School', 'Abbotsford', and 'Academy of Learning & Leadership'), 'School Type', 'School', 'Grade Level', and 'Race/Ethnicity' (with options like 'All', 'Amer Indian', 'Asian', and 'Black'). Below these are input fields for 'Last Name', 'First Name', and 'WSN (Eg. 10xxxxxxx)', along with dropdown menus for 'Grad Cohort', 'Current Status', 'Gender', 'Disability Status', 'ELL Status', and 'Econ Disadv Status'. A note at the bottom states: 'Please select Filter values and click "Go" button to display Dashboard.'

Figure 8: Student Search

Key Links:

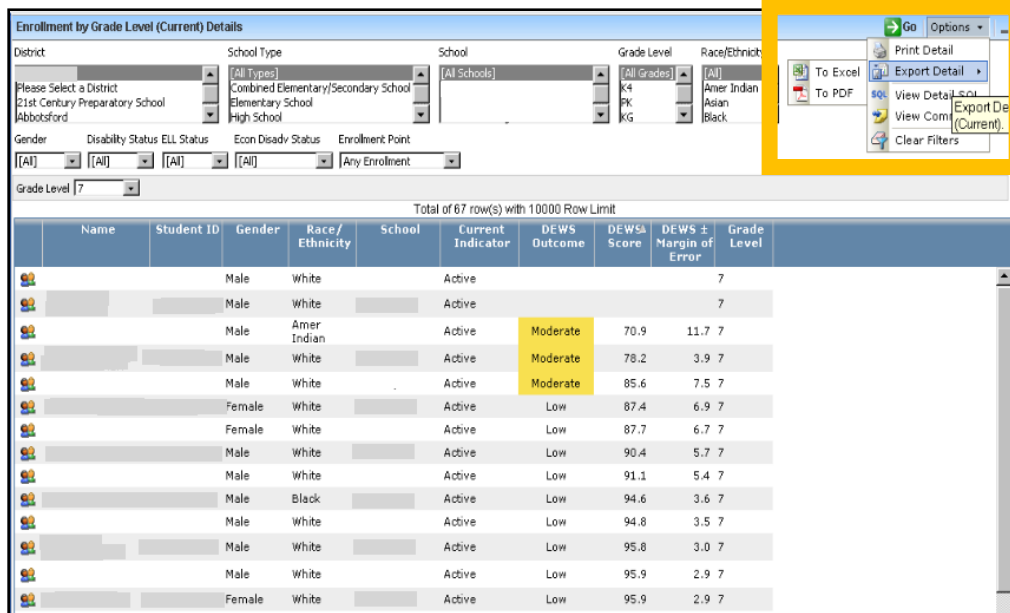
- <http://wise.dpi.wi.gov/wisedash> (WISEdash Homepage)
- <http://wise.dpi.wi.gov/sites/default/files/imce/wise/pdf/Getting Started-Access to WISEdash.pdf> (WISEdash Access Guide)
- <http://wise.dpi.wi.gov/sites/default/files/imce/wise/pdf/Getting Started-About WISEdash.pdf> (WISEdash Summary)
- <http://wise.dpi.wi.gov/sites/default/files/imce/wise/pdf/user-guide-11082012.pdf> (WISEdash User Guide)

Where to Get Help:

- <http://helpdesk.dpi.wi.gov/user.html> (DPI Help Desk)
- <http://wise.dpi.wi.gov/wisedash-district-faq> (WISEdash FAQ)

Step 5: Export to Excel or PDF (optional)

Some users may be more comfortable exporting the DEWS data to Excel. This data export is easily done from within WISEDash. Simply select **Options** → **Export Detail** → **To Excel** or **To PDF**



Enrollment by Grade Level (Current) Details

District: Please Select a District
21st Century Preparatory School
Abbotsford

School Type: Combined Elementary/Secondary School
Elementary School
High School

School: [All Schools]

Grade Level: [All Grades]
K4
PK
KG

Race/Ethnicity: [All]
Amer Indian
Asian
Black

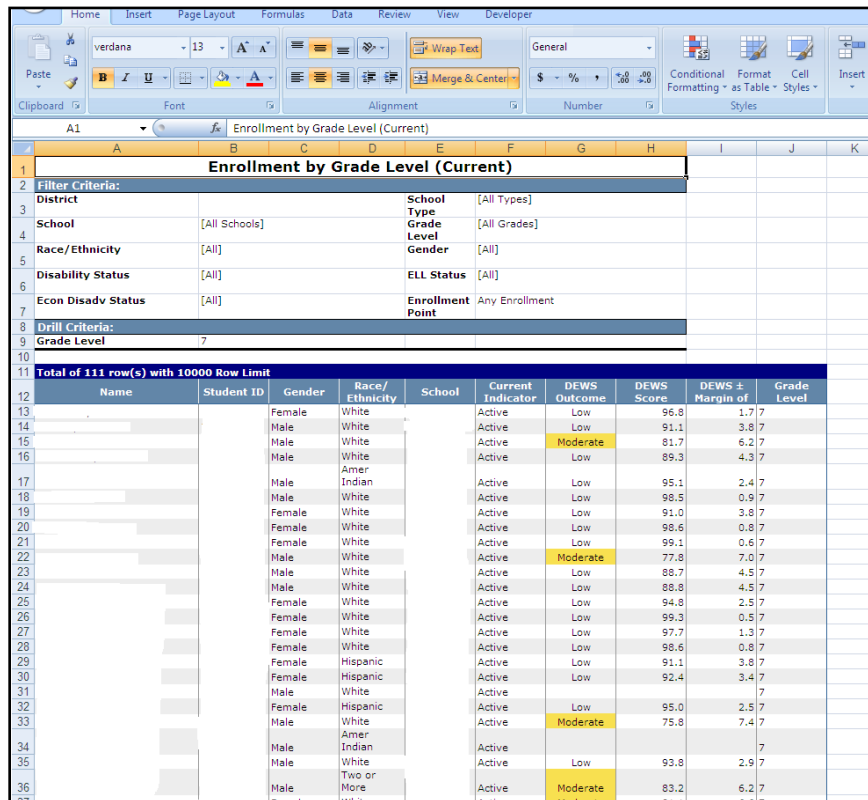
Gender: [All]
Disability Status: [All]
ELL Status: [All]
Econ Disadv Status: [All]
Enrollment Point: Any Enrollment

Grade Level: 7

Total of 67 row(s) with 10000 Row Limit

Name	Student ID	Gender	Race/Ethnicity	School	Current Indicator	DEWS Outcome	DEWS Score	DEWS ± Margin of Error	Grade Level
		Male	White		Active				7
		Male	White		Active				7
		Male	Amer Indian		Active	Moderate	70.9	11.7	7
		Male	White		Active	Moderate	78.2	3.9	7
		Male	White		Active	Moderate	85.6	7.5	7
		Female	White		Active	Low	87.4	6.9	7
		Female	White		Active	Low	87.7	6.7	7
		Male	White		Active	Low	90.4	5.7	7
		Male	White		Active	Low	91.1	5.4	7
		Male	Black		Active	Low	94.6	3.6	7
		Male	White		Active	Low	94.8	3.5	7
		Male	White		Active	Low	95.8	3.0	7
		Male	White		Active	Low	95.9	2.9	7
		Female	White		Active	Low	95.9	2.9	7

Figure 9: Selecting the Export Option



Enrollment by Grade Level (Current)

Filter Criteria:

Filter Criteria:	School Type	Grade Level	Gender
District	[All Types]	[All Grades]	[All]
School	[All Schools]		
Race/Ethnicity			[All]
Disability Status			[All]
Econ Disadv Status			[All]
Drill Criteria:			
Grade Level			

Total of 111 row(s) with 10000 Row Limit

Name	Student ID	Gender	Race/Ethnicity	School	Current Indicator	DEWS Outcome	DEWS Score	DEWS ± Margin of Error	Grade Level
		Female	White		Active	Low	96.8	1.7	7
		Male	White		Active	Low	91.1	3.8	7
		Male	White		Active	Moderate	81.7	6.2	7
		Male	White		Active	Low	89.3	4.3	7
		Male	Amer Indian		Active	Low	95.1	2.4	7
		Male	White		Active	Low	98.5	0.9	7
		Female	White		Active	Low	91.0	3.8	7
		Female	White		Active	Low	98.6	0.8	7
		Female	White		Active	Low	99.1	0.6	7
		Male	White		Active	Moderate	77.8	7.0	7
		Male	White		Active	Low	88.7	4.5	7
		Male	White		Active	Low	88.8	4.5	7
		Female	White		Active	Low	94.8	2.5	7
		Female	White		Active	Low	99.3	0.3	7
		Female	White		Active	Low	97.7	1.3	7
		Female	White		Active	Low	96.6	0.8	7
		Female	Hispanic		Active	Low	91.1	3.8	7
		Female	Hispanic		Active	Low	92.4	3.4	7
		Male	White		Active				7
		Female	Hispanic		Active	Low	95.0	2.5	7
		Male	White		Active	Moderate	75.8	7.4	7
		Male	Amer Indian		Active				7
		Male	White		Active	Low	93.8	2.9	7
		Male	Two or More		Active	Moderate	83.2	6.2	7
		Female	White		Active	Moderate	81.1	6.4	7

Figure 10: Excel Exported Report



The Excel file will download and you can open it in the program. It is formatted as seen above. The header of the sheet shows the filters that were active when the data was exported.

Getting Help

DPI manages technical support and user feedback through the DPI Help Desk application. For problems accessing WISEDash or viewing DEWS reports, submit a ticket to the DPI Help Desk: <http://helpdesk.dpi.wi.gov/user.html>. From the landing page, open a “New Request” and then select “Dropout Early Warning System (DEWS).”

Welcome to DPI's Online Help Desk Application

To ask a question, click 'Home' or 'New Request' on the top of the page and login with your WAMS account. If you do not have a WAMS account click [here](#) to sign up for one.

Knowledge Base

Switch to Advanced Search Mode

Browse

Search Results for Keyword GO Extend Search to Other Workspaces

1 - 20 of 96

Solution #	Title	Popularity Count	Last Updated
1385	WSLS: We have a student who is in a detention center for... The school district where a county jail or secure detention center is located is responsible for providing educational services for [more...]	8	2 yrs ago
1594	WSLS: How do I get the WSN deleted for a student who end... WSNs cannot be deleted from the WSLS, unless duplicate WSNs had been created for a student. To void the enrollment records null out [more...]	6	2 yrs ago
1595	WSLS: What should the exit type be for homeschooled stud... The exit type should be ODO if the parent has expressed the intent to home school, but the on-line form has not been completed. The [more...]	6	2 yrs ago
1379	ISES: Who should be reported in Oct. 1 Child Count? All IDEA eligible students as of 10/1 must be submitted to the Child Count. You either need to submit a Child Count file from your local [more...]	4	2 yrs ago
1382	ISES: Required field is missing, 'Promotion Indicator.' The student is reported as completing the school term and is in grade KG and above and either has not exited or has an Exit Type [more...]	3	2 yrs ago
1630	WSLS: How do I report our Parentally Placed Private stud... Only parentally-placed private school children with disabilities receiving special education and/or related services pursuant to a [more...]	2	2 yrs ago
2210	What browsers are recommended for using the Help Desk to... The DPI Help Desk tool is supported by the following browsers: Microsoft Internet Explorer® 7-9, Mozilla® Firefox®, Google [more...]	2	10 mos ago
2291	WAMS: How do I update/modify information in my WAMS acc... If you remember your password, go to the website https://on.wisconsin.gov/WAMS/home . Scroll down to Profile Management and click on [more...]	2	2 yrs ago
2303	FOOTPRINTS: What are the different DPI Data Collection... The Help Desk is responsible for the following DPI Data Collection & Reporting web-based and form-based applications: Delegated [more...]	2	2 yrs ago
5795	District Certification District Certification required for ISES CD, CC & YE Prior to being able to lock the ISES 3rd Friday of September, Child Count and Year End data collections, District [more...]	2	1 yr 10 mos ago

Figure 11: DPI Help Desk Landing Page

From here users will be asked to login with their WAMS ID.

FootPrints Service Core Login

Please enter your username and password.

User ID:

Password:

GO

New Users: [Sign Up Here](#)

Figure 12: Help Desk Login



After logging in, users will see the request screen shown in Figure 20.

WISCONSIN DEPARTMENT OF PUBLIC INSTRUCTION

Welcome, Jared K Sign-out Help

SEARCH Advanced

You are in the DPI Help Desk workspace.

Home New Request Globals Knowledge Base

Welcome to the DPI Help Desk!

The Help Desk is responsible for the following DPI Data Collection & Reporting web-based and form-based applications: Delegated Authority, WSL, ISES, CWCS, SPR, PI-1201, PI-1202, PI-1203, PI-1215, PI-1260, and PI-1281. If you experience any problems using the Help Desk tool for these applications, please email dpistats@dpi.wi.gov.

The Help Desk is also responsible for the following DPI Data Warehouse & Reporting tools and topics: LDS Access Manager, the Longitudinal Data System, MDA—The Multi-Dimensional Analytic Tool (district and training versions), NSC—the National Student Clearinghouse, SAFE—the Secure Access File Exchange, the School District Performance Reports, and WINSS. If you experience any problems using the Help Desk tool for the topics above, please email ldshelp@dpi.wi.gov.

The DPI Help Desk tool is supported by the following browsers (Microsoft Internet Explorer® 7 through 9, Mozilla® Firefox® v3.0.x, 3.5.x, or 3.6.x, Google Chrome, Safari® 5.0.x on MacOS®)

SAVE Help

Submit a new Request Select Use selected template

Title*

Your Personal Information*

Last Name Knowles First Name Jared

Email Address* WAMS ID jeknowles

Phone Number*

Issue Information*

User Type* District

Application Name* Make a Selection

IP Address: 165.189.14.47

Figure 13: Help Desk Requests

Provide the request, suggestion, or feedback in the Title box. It is important you select “Dropout Early Warning System DEWS” under Application Name. There are three options for DEWS: “Access,” “Comments and Suggestions,” and “General Information.”

Required Form Fields

1. Enter a “Title” for your request/suggestion/feedback.
2. Review the contact information populated in the form based on your WAMS ID and update if needed.
3. Review the “User Type” field and update if needed.
4. Select “Dropout Early Warning System DEWS” under “Application Name”.
5. Select the appropriate category for the request in the “Details” dropdown: “Access,” “Comments and Suggestions,” and “General Information”.
6. Enter your message in the “Description” field to describe your request.

Optional Form Fields

1. Click on “Attach Files” to attach any Word, Excel or PDF files to support your request.
2. Enter an email address under “Additional Email Notifications” if you want someone else to receive a copy of this request.